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City of Alameda  
Code No. 2360  
Approved by C.S.B.  
October 2, 1996

## FLEET MECHANIC

### DEFINITION

Under general supervision performs major and minor mechanical repairs and maintenance on a wide variety of gas and diesel fleet equipment including motor vehicles, construction equipment, power equipment and other machinery and performs other related work as required.

### EXAMPLES OF DUTIES

1. Inspects, diagnoses, tunes up and repairs a full range of fleet equipment including automobiles, trucks, motorcycles, sweepers and other mechanical equipment in city service.
2. Repairs transmissions, differentials, carburetors, distributors, fuel pumps, steering systems, starters, generators, universal joints, and hydraulic systems; aligns wheels; installs and adjusts brakes; straightens and paints bodies, fenders and frames; installs batteries, tires, wiring and glass.
3. Maintains and repairs emergency vehicles including installing sirens, lights and other equipment; repairs firefighting apparatus, including engines, power transmission systems and high pressure pumps and valves.
4. May do machining or welding work in making fittings used in automotive equipment; may do occasional automotive painting or body and fender repair work.
5. Maintains records of repairs made, orders and time worked.
6. Drives and operates specialized vehicular equipment.
7. Makes emergency repairs out of the shop as required.

### EMPLOYMENT STANDARDS

#### Education/Experience

Any combination equivalent to education and experience likely to provide the required knowledge and abilities. A typical way to obtain the knowledge and abilities would be:

Education: Graduation from high school and completion of an approved automotive mechanic apprenticeship.

Experience: One year of journeyman automotive mechanic experience in the servicing, maintenance and repair of a wide variety of automotive and power equipment.

#### Knowledge

Knowledge of the theory, care and operation of internal combustion engines; light and heavy construction and maintenance equipment and automotive apparatus.

#### Ability

Ability to make various types of mechanical repairs; use a variety of equipment repair tools; diagnose mechanical troubles and determine appropriate maintenance work; operate specialized vehicular equipment; maintain records; communicate effectively; establish and maintain effective working relationships with employees and the general public.

#### Special Requirements

Willingness and/or ability to respond to after-hours emergency calls as required.

#### Other Requirements

Possession of a valid Class B State of California Driver's License (or possession of a valid Class C license at the time of employment and the ability to obtain Class B within six months of employment) and a satisfactory driving record as conditions of initial and continued employment. Employees in positions requiring a Class B license are subject to provisions of the Department of Transportation's drug and alcohol testing program.